

**Lothian Buses Employees'  
Charities Fund  
Annual Report and Accounts  
For the Year Ended  
30 June 2025**

**Scottish Charity Reference  
SC 010162**

# Lothian Buses Employees' Charities Fund

## Report and Accounts For the Year Ended 30 June 2025

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## **Lothian Buses Employees' Charities Fund**

### **Reference & Administrative Information For the Year Ended 30 June 2025**

**Principal Address:** 55 Annandale Street  
Edinburgh  
EH7 4AZ

**Scottish Charity Number:** SC 010162

### **Management Committee**

The following served as Committee members (trustees of the charity) during the year or since:

#### **Present members:**

Sarah Boyd	Chair
John Benson	Vice-Chair ( <i>resigned 31 March 2025</i> )
Gwen Lessels	Secretary & Treasurer
Gaynor Marshall	Communications Director
Willie Walker	Traffic (Longstone Garage)
Alan McLean	Traffic (Central Garage)
Tony Beecher	Unite (Lothian Buses)
Suzan Bousquet	Head Office Admin ( <i>resigned 3 January 2025</i> )
Michael Taylor	Engineering

**Independent examiner:** Michael G Cockburn FCBI  
Fellow & Chartered Banker  
Chartered Banker Institute  
8/9 Powderhall Rigg  
Edinburgh  
EH7 4GG

**Bankers:** TSB Scotland  
Leith Edinburgh (877002) Branch  
59 Leith Walk  
Edinburgh  
EH6 8LT

## **Lothian Buses Employees' Charities Fund**

### **Annual Report of the Committee**

The Committee are pleased to present their report and the accounts for the year ended 30 June 2025

#### ***Structure, Governance and Management***

Lothian Buses Employees' Charities Fund is an unincorporated association, governed in accordance with regulations adopted in 1979, and is a registered Scottish charity.

The fund is administered by an elected Committee, from within Lothian Buses Ltd ("the company"), at a once-yearly meeting. The office bearers comprise Executive Directors of the company, as Honorary Chairman and Vice-Chair respectively, who will always be members of the Committee, and the Secretary & Treasurer. In addition, there are at least 6 ordinary members of the Committee who are representative of the contributors to the fund at the various depots and workshops of the Company. All office bearers and ordinary members of the Committee are themselves contributors to the Fund.

The names of those who served on the Committee during the year and other reference and administrative information are shown on page 2.

#### ***Objectives, Activities & Achievements***

The purposes of the Fund are to donate monies to support other Scottish-based charities, whose purposes include the provision of assistance to those in need through ill-health, disability, financial hardship or other disadvantage and the supporting of community development.

The Committee, at the yearly meeting held on 17 February 2025, agreed to make donations to charitable organisations and other deserving causes. As in previous years, the company agreed to donate an amount to the fund.

During the year, the Fund paid out grants totalling £9000 to assist 20 charities to support those in need, or help develop the local community.

### **Financial Review**

Receipts and payments during the year are shown on page 6 and the financial position at the end of the year is shown in the statement of balances on page 7. This shows cash funds of £2520 carried forward for future expenditure.

Subscriptions of £5885 were received from members during the year. This was added to by a donation of £4500 from the company and facilitated total grants of £9000 to be paid out to charitable institutions.

The Trustees recognise their responsibility to ensure that the Charities Fund has sufficient reserves to meet current and future liabilities. The Trustees regularly monitor the level of bank balances and meet at least once a year to allocate employee donations to local deserving causes.

Signed on behalf of the Committee:



Designation: SECRETARY/TREASURER

Date: 21/8/25



**Report of the Independent Examiner  
To the Committee of Lothian Buses Employees' Charities Fund**

I report on the accounts of Lothian Buses Employees' Charities Fund (the charity) for the year ended 30 June 2025, which are set out on pages 6 to 7.

**Respective responsibilities of trustees and examiner**

The Committee, as trustees of the charity, are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

**Independent examiner's statement**

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
- to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

have not been met, or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

 **FCBI**

Name **MICHAEL G COCKBURN FCBI**  
Position **FELLOW & CHARTERED BANKER**  
Company **CHARTERED BANKER INSTITUTE**

Date: **25<sup>TH</sup> AUGUST 2025**

## Lothian Buses Employees' Charities Fund

### Receipts and Payments Account for the Year Ended 30 June 2025

	2025 £	2024 £
<b>Receipts:</b>		
Subscriptions	5,885	6,285
Donation from Lothian Buses	4,500	7,600
Bank interest	-	-
Total receipts	<u>10,385</u>	<u>13,885</u>
<b>Payments:</b>		
<i>Payments for charitable activities:</i>		
Grants paid to charitable institutions	9,000	15,200
Grants paid to members in need	<u>250</u>	<u>-</u>
Total payments for charitable activities	<u>9,250</u>	<u>15,200</u>
<i>Governance costs:</i>		
Independent examiner's fee	90	90
Accountancy fee	<u>-</u>	<u>-</u>
Total governance costs	<u>90</u>	<u>90</u>
<b>Total payments</b>	<u>9,340</u>	<u>15,290</u>
<b>Net (payments) / receipts in year</b>	<u>1,045</u>	<u>(1,405)</u>

All funds are unrestricted

### Trustee remuneration and expenses

The trustees (members of the committee) did not receive any remuneration or expenses during the year.

# Lothian Buses Employees' Charities Fund

## Statement of Balances at 30 June 2025

	<u>Note</u>	2025 £	2024 £
<b>Cash at bank</b>			
Opening balance		1,475	2,880
Net (payments) / receipts in year		<u>1,045</u>	<u>(1,405)</u>
<b>Closing balance</b>		<u><u>2,520</u></u>	<u><u>1,475</u></u>

### Funds:

Restricted fund for members in need	<u>1</u>	2,250	2,500
Unrestricted General fund		<u>270</u>	- 1,025
<b>Total funds</b>		<u><u>2,520</u></u>	<u><u>1,475</u></u>

### Note 1 Restricted fund for members in need

Opening Balance	2,500	2,500
Grants paid to members in need	<u>250</u>	<u>0</u>
Closing Balance	<u><u>2,250</u></u>	<u><u>2,500</u></u>

There were no liabilities at 30 June 2025 and no assets other than cash at bank as above.

Approved by the Committee and signed on their behalf:

Name: GWEN LESSELS

Position: SECRETARY/TREASURER

Date: 21/8/25